

RAC 2-5 MONTHLY PROGRESS REPORT

VOUCHER NO. A034

US EPA RECORDS CENTER REGION 5



428785

Contract Number:	EP-S5-06-02	Contract Period:	Base
Work Assignment:	021-ROBE-051C	Report Period:	May 2009
W.A. Name:	North Bronson Industrial Area	Firm:	SulTRAC
EPA W.A. Manager:	James Hahnenberg	Task:	2, 10, 6, 11, 1, 8, 9
EPA Project Officer:	Edward Quigley	Technically Complete:	15%
Contractor Project Manager:	Jennifer Knoepfle	Period of Performance:	December 31, 2009

SUMMARY

This report covers the 4-week period of April 27, 2009 through May 24, 2009. During this reporting period, SulTRAC performed project management activities as scoped.

Summary Costs and Level of Effort Hours

Please see the attached financial report. The May 2009 financial status report shows expenses incurred during this 4-week reporting period and includes 1.5 level-of-effort (LOE) hours and \$4.88 in ODC's and computer costs. The total WA cost and fee for May 2009 is \$359.28.

The RAC2 contract was changed from a Cost Plus Award Fee to a Cost Plus Fixed Fee Contract on April 27, 2009. As part of that change, fee for all active projects has been recalculated and is based on all costs from the start of the project. For most projects the fixed fee rate (5.7%) is higher than the base fee, but less than the combined base fee and future award fee. For this reporting period the fixed fee invoiced will be the fixed fee on total costs minus base fee previously invoiced.

1. PROGRESS MADE THIS REPORT PERIOD

Task 1 - Project Planning and Support

SulTRAC performed project management activities, which included emails and phone calls with the EPA WAM, as well as schedule and financial tracking.

Task 2 - Community Involvement

No activities were conducted during this reporting period.

Task 6 - Reuse Planning

No activities were conducted during this reporting period.

Task 8 - Review of PRP RD Submittals

No activities were performed under this task.

Task 9 - Remedial Design Oversight

No activities were conducted during this reporting period.

Task 10 - Technical Meeting Support

No activities were conducted during this reporting period.

Task 11 - Work Assignment Closeout

No activities were conducted during this reporting period.

2. TASK SCHEDULES

Description	Start Date		Completion Date		Percent Complete	Schedule Variance
	Planned	Actual	Planned	Actual		
Work Plan	March 8, 2007	March 8, 2007	April 6, 2007	April 6, 2007	100	
Health and Safety Plan	April 15, 2007	April 15, 2007	June 16, 2007	May 29, 2007	100	(18 days)

3. SCHEDULE VARIANCES AND CORRECTIVE ACTIONS

There were no schedule variances or corrective actions during this reporting period.

4. ACTIVITY NEXT PERIOD

Task 1 - Project Planning and Support

Activities anticipated to be undertaken by SulTRAC during the next reporting period include:

1. Delivery of a monthly status report.
2. Communication with EPA WAM via meetings, emails, and phone calls.

Task 2 - Community Involvement

No activities are anticipated during the next reporting period.

Task 6 - Reuse Planning

No activities are anticipated during the next reporting period.

Task 8 - Review of PRP RD Submittals

No activities are anticipated to be conducted and no costs incurred under this task during the next reporting period.

Task 9 - Remedial Design Oversight

No activities are anticipated during the next reporting period.

Task 10 - Technical Meeting Support

No activities are anticipated during the next reporting period.

Task 11 - Work Assignment Closeout

✓ No activities are anticipated during the next reporting period.

5. TRAVEL - PURPOSE/DESTINATION

No travel costs were incurred during this period.

6. UTILIZATION OF SUBPOOL CONTRACTORS

No subpool costs appear in this month's invoice.
